

REQUEST FOR BIDS

Pacific Gateway Workforce Investment Network Small Business Resource Guide

The City of Long Beach (City), in cooperation with the Pacific Gateway Workforce Investment Network, is soliciting responses from qualified entities to provide printing services for outreach materials to businesses in Lomita, Long Beach, Signal Hill, Torrance, Harbor City, Harbor Gateway, San Pedro, and Wilmington.

Background

The Pacific Gateway Workforce Investment Network offers an array of workforce development programs and services for job seekers and businesses. These services include but are not limited to career preparation, career exploration, job search strategies, work experience and job training, resume writing, and interview techniques. Services are coordinated through the City's Career Transition Center, Youth Opportunity Center, the Center for Working Families, and the Harbor WorkSource Center.

Job Description

Flat size: 11x11

Finished Size: 5.5x11

12 Inside Pages plus Cover

Color:

4/4 plus Satin AQ throughout

Bindery:

Saddle Stitching. Saddle stitches on the 11 side.

Cover Stock:

78lb Cover Topkote Matt finish

Inside Stock:

80lb Topkote Matt finish text

Special instructions

Please include costs for 2 rounds of proofs, and possible time for minor color balance.

Additional Comments:

Selected printer will be required to work closely with our design firm to ensure the quality of our product.

Pricing Quotes:

For 20,000



General Information:

Provide price quotes for the work described above including any/all costs expected to be paid by the City.

The City reserves the right to select more than one party to provide printing services.

Prices must be valid from the date of submission through December 31, 2008.

Price quotes must be submitted by Tuesday, December 18, 2007 at 12:00 p.m. They may be emailed to peter_tarkulich@longbeach.gov; faxed to Peter Tarkulich at 562-570-3704 or delivered to Peter Tarkulich, Career Transition Center, 3447 Atlantic Avenue, Long Beach 90807.

All printing to be completed by December 31, 2007.

General questions may be directed to Peter Tarkulich at 562-570-3749 or emailed to peter_tarkulich@longbeach.gov. Please refer all production questions to Steven Chio at 562-225-6744 or steven@studioelrey.com.

Revised 12/17/07